

ENFIELD BUDGET COMMITTEE (EBC) MINUTES (Approved)

**Thursday, December 19, 2013
DPW BUILDING 6:00PM**

Members Present: Annabelle Bamforth, Fred Cummings, Sam Eaton (Vice Chair), Shirley Green, Gayle Hulva, Paul Mirski, Doug Pettibone (Chair), Lori Saladino, Janet Shepard , Dave Stewart

Others Present: Lee Carrier (CIP Chair), Bob Cusick (CIP), Dan Kiley (CIP), Gary Gaudette (CIP)

The meeting opened at 6:05 PM.

Administrative:

A motion to approve the draft December 12, 2013 minutes was made by Gayle Hulva and seconded by Janet Shepard. The minutes were approved without change.

New Business:

Capital Improvement Project (CIP) 2014 Draft Plan

Lee Carrier presented the CIP Committee's recommendation for capital spending in 2014 but first reviewed the 2013 capital improvements approved at Town Meeting last March. Carrier noted that the CIP reserve fund (CIP-RF) will stand at \$333,751 at the end of the year with total liabilities of \$1,087,800 (DPW and Police purchases, leases and loans) giving a net liability of \$754,049. It is imperative that the Town continue to fund the 15-year capital plan to allow everything to run smoothly with more predictable tax impacts. Eventually, as the CIP-RF is built up, the Town should be able to purchase many or all of the vehicles and rolling equipment outright, instead of leasing them. In the future, leasing is expected to become more expensive as inflation kicks in and interest rates rise.

2013 was a busy year for the Town in implementing many deferred infrastructure projects approved at Town Meeting last year. The reconditioning of Jones Hill Road was completed on target and on budget (\$265,504). The new salt shed at the DPW site is under construction and is on budget (\$150,000). The DPW waste oil burner was replaced (\$8,500) and the Community Building HVAC update (\$15,000) is still in the planning stage and expected to be completed next year. The repair and painting of the porch roof of Whitney Hall was completed under budget (approx. \$20,000 vs budgeted \$40,000). A new storage shed at the transfer station (\$15,000) was postponed until the impact of the new recycle/trash program is fully evaluated. A new police cruiser (\$30,000) was leased and a thermal imaging camera for the Fire Department was purchased (\$14,000).

2014 will be the third year of executing the CIP planning process. Each year, the CIP committee amends the plan according to any changing specific capital needs of the Town. For 2014, the CIP committee recommends to replace one 6-wheel dump truck (\$175,000) and two 1-ton pick-up trucks (\$45,000 each) for the DPW through leases. The 6-wheeler had been a postponed request from last year. A new police cruiser (\$30,000) replacement is also being recommended through leasing. Replacing 1 cruiser every year is the recommended rotation schedule for ridding of old vehicles.

Two infrastructure projects were discussed that would require planning in 2014 for implementation in 2015. Enlarging the Lovejoy Brook Road culverts have been on the Town's Hazard Mitigation List for a number of years. The small existing culverts get clogged on a yearly basis with debris from storms causing the road to flood out. This road leads to two Town wells and may also play a role in any development of the area as a result of the Route 4 water and sewer extension project. The Town will be applying for a 75% governmental grant to replace these culverts with larger square culverts. The total cost of the project is estimated at \$180,000. If the Town is awarded the grant, the project would go forward at a cost to taxpayers of about \$45,000. We should learn of the award sometime next year.

The second infrastructure project is to replace the boat ramp at Shaker Beach which has deteriorated to the point that

launching boats can be a problem. The engineering study for this project has been completed. It was discussed that it probably made sense to combine a new boat launch with paving of the gravel parking lot. There has been much controversy over unauthorized parking in this area for non-boating uses, and the Town cannot enforce parking restrictions unless the lot is paved and spaces are lined out. Paul Mirski asked if the Town can restrict the use of the launch from out-of-town boaters. It was answered that since the lake is owned by the state, any boaters are entitled to use the launch regardless of whether they are Enfield residents. A paved lot may allow for permit parking only. The entire cost of a combined project for both the launch and the paving would be about \$150,000 and likely be financed through a long term loan. An engineering study is planned in 2014 for the new parking lot. Doug Pettibone commented that these two projects would have to be prioritized next year with other potential future projects such as widening the Boy's Camp Road bridge and renovating parts of Lockhaven Road.

Funding that is needed to support the CIP plan in 2014 and projected out 15 years, comes from adding 5 cents to the tax rate (approx. \$27,000) and rolling over approximately \$264,000 into the CIP-RF from previous years. The total new impact on the tax rate for the CIP plan would be 5 cents/\$1000 valuation in 2014, or \$10 for a \$200K property.

Review of Updated Draft General Fund Budget

The review of an updated budget was postponed until the January 9, 2014 meeting. Pettibone noted that the target for the 2014 budget is to plan for no more than a 2% increase in the municipal tax rate. The CIP plan would account for a little less than half of that increase with the remainder going to support of employee salaries and benefits, and general increased cost of doing business due to inflation. The 2% limit would raise the rate from the current \$6.14/\$1000 property value to \$6.26/\$1000, representing \$3.48 million raised by property taxes.

Old Business: None

Public Comment: None

The meeting was adjourned at 6:50 PM. The next meeting is Thursday, Jan 9 @ 6:00PM (DPW Bldg). The updated revenue sheet will be reviewed, and the committee will comment on proposed specific line item expenditures.